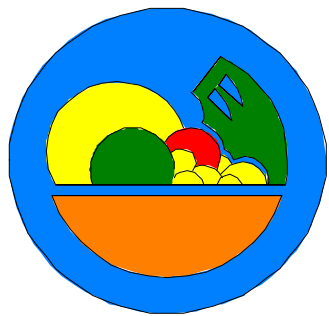




GREATER TZANEEN MUNICIPALITY
GROTER TZANEEN MUNISIPALITEIT
MASIPALA WA TZANEEN
MASEPALA WA TZANEEN

P.O. BOX 24
TZANEEN
0850

TEL: 015 307 8091/8002
FAX: 015 307 8049



Tropical Paradise

www.greatertzaneen.gov.za
SUPPLY CHAIN MANAGEMENT UNIT

BIDS ARE HEREBY INVITED FOR:

BID NO.	BID DESCRIPTION	FUNCTIONALITY	SPECIAL MANDATORY REQUIREMENTS	PREFERENCE POINT SCORING SYSTEM	PRICE	CONTRACT PERIOD	CONTACT PERSONS	ADVERT PUBLICATION DATE	ADVERT NUMBER OF DAYS	COMPULSORY BRIEFING SESSION/ SITE INSPECTION	CLOSING DATE
SCMU 26/2025 (RE-ADVERT)	PROVISION OF LEASED OFFICE SPACE AND PARKING FACILITIES FOR GREATER TZANEEN MUNICIPALITY FOR A PERIOD OF THREE YEARS	N/A	<ul style="list-style-type: none">Proof of purchase for tender document, including downloaded tender documents (attach receipt) EFT or ManuallyOffice space rental in the proximity of 2km-4km from the main officeCopy of tittle deedThe municipality will perform site inspectionThe facility should be re-zoned and demarcated for office space	80/20	R2000.00	36 Months	Mr M Nkwinika @ 015 307 8319	21 November 2025	57 Days	N/A	16 January 2026, 12h00 at Greater Tzaneen Municipality; Civic Centre; Council Chamber
SCMU 35/2025	PANEL OF PROFESSIONAL SERVICE PROVIDERS (LANGUAGE EXPERTS) ON INTERPRETATION/TRANSLATION OF LANGUAGES FOR DISCIPLINARY AND GRIEVANCE HEARINGS FOR A PERIOD OF THREE (03) YEARS AT GTM	Relevant company experience – 50 Points Key personnel experience and qualifications – 50 Points	<ul style="list-style-type: none">Proof of purchase for tender document, including downloaded tender documents (attach receipt) EFT or Manually.Company work experience: Attach appointment letters/orders/signed reference letters by an institution (in relation to Interpretation and Translation)Key personnel experience: Attach (CVs and certified qualifications of Interpreters/translatorsProof of sworn certificate/ accreditation as independent interpreter	80/20	R2000.00	36 Months	Mr. T Selowa 015 307 8249	21 November 2025	57 Days	N/A	16 January 2026, 12h00 at Greater Tzaneen Municipality; Civic Centre; Council Chamber

The minimum specifications are detailed in the bid documents. Bid documents are obtainable on Greater Tzaneen Municipality website - www.greatertzaneen.gov.za, [Etenders](#) and Supply Chain Management Office upon payment of non-refundable fees as indicated above **payable at the Revenue Offices; Civic Centre, Agatha Street** or **to the following bank account: Greater Tzaneen Municipality; Absa Bank; Acc no:4051444332 reference number please write bid number and company name.**

Completed bid documents with attachments must be in sealed envelopes and must be deposited into the bid box of Greater Tzaneen Municipality, Tzaneen Civic Centre, Agatha Street.
Documents will be available on the date of the advert.

NB: Bidders who previously purchased the tender document may come and collect the document for free at the Supply Chain Management unit offices.

Stage-1 Mandatory requirements:

NB: BIDDERS MUST PROVIDE PROOF OF THE FOLLOWING TO AVOID DISQUALIFICATION:

- Other mandatory requirements are included on the special mandatory requirements column above as per project.

Stage- 2 Administrative requirements:

NB: FAILURE TO SUBMIT ADMINISTRATIVE REQUIREMENTS MAY LEAD TO DISQUALIFICATION:

- Copy of company registration certificate/ documents from CIPC
- Recently Certified ID copies of all directors
- Latest CSD registration summary report

- Copy/ printed Tax compliance status Pin or certificate.
- Statement of municipal rates and taxes for both company and directors appearing in the CK (not older than 3 months / if renting provide copy of Lease Agreement with 3 Months proof of payment only (No statements) /certified copies of Permission to occupy (PTO’s) land for bidders residing in Tribal authority’s areas of jurisdiction / letter from traditional authority not older than 3 months for the company and the directors
- Joint Venture Agreement signed off by both parties (In case of a Joint Venture)

EVALUATION OF THE BID

N.B: The evaluation of bids will be conducted in two stages, first stage will be assessment on functionality, second stage will be the Preference point scoring system where 80 points will be allocated for price only and 20 points will be allocated based on the Specific Goals points scored.

Further conditions are outlined in the bid documents.

Administrative enquiries relating to these bids should be directed to Mrs. Z. Ramothwala at 015 307 8199 / Mr Misunwa MT @8157

Mr. D Mhangwana
Municipal Manager
Greater Tzaneen Municipality